

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING**

**Monday, April 9, 2012
Mason District Government Center
6507 Columbia Pike
Annandale, VA 22042**

BOARD MEMBERS PRESENT:

Carl Iddings	President
John Alexander	Vice President
Jay Jarvis	Treasurer
Nathan Garcia	Secretary
Hattie Walden	Member At Large

OTHERS PRESENT:

Dale Edwards	Property Manager, Sequoia Management
Chris Collins	Recording Secretary, Minute-By-Minute

I. CALL TO ORDER:

Mr. Iddings called the meeting to order at 7:01 p.m. and confirmed the presence of a quorum.

II. CITIZENS' COMMENTS:

There were no citizens' comments.

III. APPROVAL OF MINUTES:

MOTION: Mr. Jarvis moved, Mr. Alexander seconded, to approve the minutes of the March 12, 2012 Board meeting as presented. The motion passed unanimously (4-0-0).

IV. PRESIDENT'S COMMENTS:

Mr. Iddings reported that there will be an Executive Session at the end of the meeting. He also stated that there will be an Arbor Day/Earth Day celebration on April 21st, where there will be a moon bounce, a cookout and a tree planting. Supervisor Gross will be attending.

Future Board meetings will be held in the large conference room across the hall.

Mr. Iddings discussed the special meeting that was held last week. He stated that when he contacted the Association's auditor to clarify some comments made at the special meeting, the auditor stated that Ms. Walden has been in frequent contact with him and he also stated that this sort of contact was so out of the ordinary that he discussed how to handle the contacts with his

manager and his partner. Mr. Iddings noted that this level of contact gives the impression that Ms. Walden was attempting to influence the audit, and asked Ms. Walden to explain her actions.

Mr. Iddings also reported that the audit results have come in and that the Association's financial records are clean.

Ms. Walden responded that she was not in constant contact with the auditor and that she only responded to questions that the auditor asked the Board via email. She said that she has the emails to substantiate this. She also stated that she has documentation to back up any allegations she has made.

V. MANAGEMENT COMPANY REPORT:

Mr. Edwards reviewed his report that was included in the April Board packet. The report is as follows:

MANAGEMENT REPORT LAFAYETTE VILLAGE

April 9, 2012

1. Subcontractor accomplishment
 - American Disposal - Nothing to report
 - Bladerunners – Spring Cleanup and mowing has started
 - Atlantic Pool – They have started to prep the pool for the new white coat.
2. Summary of work performed:
 - I called CAI to check on the membership and they are looking into why the Board has not received their membership packet.
 - The 2 new light heads have been installed
 - Bench has been removed from BB area, new table has been ordered
 - New stop signs have been ordered for replacement, will be installed as soon as they arrive
 - New parking tickets where ordered and arrived and I will have for the next meeting
 - Spring inspections have been complete and mailed to owners
3. Summary of work outstanding
 - Nothing outstanding
4. Community walk-through report
 - Inspect common area and give report
 1. As I have said before, the VB & BB courts need seal coated and repainted
5. Recommended additional and corrective tasks for action
 - Recommendations in all aspects - I need to get bids on the work listed in 4, will be in the May packet.
6. Problem areas
 - Report problems and corrective action
7. Delinquency update
 - Aging report of accounts – Included in package
8. Financial report and budget analysis

Included in package

9. Owner inquiries

Phone log and communications log with non-routine items along with status report –
Nothing to report

VI. COMMITTEE REPORTS:

ACC: Ms. Cutter reported that the spring inspections have been done and violation letters have gone out. The committee and management have since discovered additional violations and more letters will be going out to homeowners.

Communications: Mr. Iddings reported that the April/May newsletter has been distributed and the next one will go out at the beginning of June. The deadline for that newsletter is the weekend of Memorial Day. He also stated that a flyer about the Arbor Day celebration will be going out to homeowners.

Grounds: Mr. Alexander noted that there are three light posts in the community that are much taller than our standard 10' post, and as a result the light from these posts shines into second floor bedrooms or is obscured by tree branches. The Grounds Committee recommends replacing these posts with our standard 10' posts.

MOTION: Mr. Alexander moved, Mr. Jarvis seconded, to transfer \$5,400.00 from unappropriated equity to the lighting line item in the budget for the replacements of 3 light posts. The motion passed unanimously (5-0-0).

Mr. Alexander reported that 2 16-slot mailboxes need to be replaced and will email Mr. Edwards with the addresses. He also reported that a crape myrtle will be ordered to plant during the Arbor Day celebration. He said the committee will be accepting trash contract bids.

Neighborhood Watch: Mr. Iddings reported that the next meeting will be held at Mr. Saah's house on April 10th at 7:30 p.m.

MOTION: Mr. Iddings moved, Mr. Jarvis seconded, to approve the addition of Marshall Tunstall to the Neighborhood Watch committee. The motion passed unanimously (5-0-0).

Pool & Recreation: Ms. Conoly noted that the Board needed to decide whether to replace the waterline tiles this year. She provided samples of the tile colors that could replace the current tile. A general discussion of the pool tiles followed, including a discussion of retaining the existing tiles despite there no longer being replacements for this tile when cracked or broken tiles needed repair.

MOTION: Mr. Jarvis moved, Mr. Garcia seconded, to approve the contract from Atlantic Pool Services for the replacement of the waterline tiles for the pool at a cost of \$8,950.00 to come out of reserves. The motion passed unanimously (5-0-0).

The Dri-Dek matting decision was deferred. Ms. Connolly reported that management will be looking into pricing for new lap lane ropes and will also get clarification from Atlantic on the need for painting in the ladies room. Management will also look into work that needs to be done on the roofline. The Board agreed by consensus to not require pool passes the first weekend the pool is open.

Finance: Mr. Jarvis reported that the next committee meeting will be held on April 29th. The financials were included in the Board packet.

Fairfax Federation: Linda Boone reported that the federation recommended that the budget be passed. It also recommended that \$1 million be added to extend the hours of some of the libraries. Ms. Boone also reported that a new County Executive has been selected.

VII. OLD BUSINESS:

Parking Task Force:

MOTION: Mr. Jarvis moved, Mr. Alexander seconded, to approve the amended parking regulation changes. The motion passed unanimously (5-0-0).

The amended parking regulation changes are as follows:

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION PARKING REGULATIONS

The Declaration of Covenants and Bylaws of the Association, to which all members of the Association subscribe when becoming property owners, charge the Board of Directors and Committees with adopting and enforcing reasonable rules governing the use of the Common Area and facilities. As all curbside parking spaces are Association common area and not homeowner deeded property, Covenants Article VI, Section 9 specifically authorizes the Board of Directors to regulate parking in the community including assigning parking spaces to individual homeowner lots. [SEE ALSO **AUTHORITY & HISTORICAL NOTES** at end of this Rules document]

These parking rules are applicable to non-owner residents as well as homeowners. [added 1-23-1997]

General:

1. By parking on the Association's 12 private townhouse streets (association streets), each owner and resident agrees to abide by these Parking Rules as in effect and as revised from time to time. [added 12-6-1987]
2. Residential speed limits on Lafayette Village Drive, Trammell Road and Merrimac Trail are 25 MPH by Virginia law, and 15 MPH on the Association's 12 private townhouse streets. [original 1985 provision]

Assigned Spaces:

3. Parking on association streets is restricted with all spaces being assigned to a particular townhouse unit or designated as guest/visitor parking. [added 12-6-1987]
4. Parking space assignments have been made by the Board with the goal of assigning at least one space as close to the homeowner's unit as reasonably possible, with any second assigned space also being as secondarily close as reasonably possible taking into consideration the proximity of surrounding townhouse units and the designs and shapes of the Association streets. [added 12-6-1987]
5. The Board of Directors maintains a master list of assigned parking spaces for individual units [added 12-6-1987] that is posted on the LVCA website. [added March 2012] Homeowners are free to make individual changes in assigned parking spaces with their affected neighbors for so long as both own their townhouse units, and with the express written consent of both owners and the Board of Directors. Any of these changes are private individual arrangements, and will terminate upon the sale by one of the homeowners of either townhouse unit, or by further modifications of these Parking Rules. [added 12-6-1987, from COVENANTS VI Sec.9 & BDM 8-10-2009 p4; COVENANTS written consent clarity added March 2012]
6. Towing by individual homeowners from assigned spaces is done by the owner of the unit assigned to the spaces. [added 12-6-1987]
7. To enforce the assigned parking space rules, the individual homeowner of the unit assigned a space may use, among other remedies, the right to tow any vehicle improperly parked in his or her assigned space. The individual homeowner is responsible for making any towing arrangements directly with such towing company as he/she may choose. The Association suggests that any towing be done in a reasonable manner and the vehicle towed to a secure lot. The homeowner agrees to indemnify, hold harmless, and defend the Association, its Board and agents against any claims, liabilities and expenses (including attorney's fees) for such homeowner's improper towing of vehicles. [added 12-6-1987]
8. Individual homeowner assigned parking space privileges are subject to revoking for owner account delinquencies either due to unpaid quarterly assessments or to unresolved Architectural Control violations; and written explanations of such delinquencies are provided to the individual space assignee homeowner before any parking space privilege is revoked and enforced by towing as needed. [added March 2012 per BDM 4-13-2009 pp5-6]

Guest/Visitor Spaces:

9. Residents will NOT use guest/visitor parking. [added 11-1-2001]
10. Unassigned spaces are for the sole use of guests/visitors, and are designated as such. [added 12-6-1987] An individual will not be deemed a guest if the individual parks his or her vehicle in a guest space for a period in excess of forty-eight (48) hours or in excess of 2 consecutive nights. [added 1-23-1997] Furthermore, a guest is not to monopolize the use of any guest space, and no guest will be allowed to use the space for more than 48 hours continuously

or on a regular basis. [added July 2002] Any resident or guest vehicle in violation of the above rules may be subject to one warning and will then be subject to towing without further notice. [added 11-1-2001]

11. Visitor parking spaces are overseen by a resident parking captain on each street that has such spaces, including a captain for the pool parking lot whose parking spaces are also visitor spaces at times when the pool is closed. Guided by Board adopted Rules and also with the discretion to provide an extended day Parking Pass for extenuating circumstances, parking captains respond to an abuse of a visitor parking space by leaving at least one warning notice that includes an email address & phone number of issuing parking captain. The captain is responsible for contacting any Board member should the vehicle need to be towed, with a record kept of the date, time, visitor space number, make, model and license plate of the vehicle both when a warning is given and also prior to towing. [added March 2012]

General Parking & Other:

12. Parking on public streets, such as Lafayette Village Drive and Trammel Road, is available to townhome residents who require more than the 2 assigned spaces. Additional vehicles are not to park on Association property, including association streets and any parking lots. [original 1985 provision]

13. Parking is prohibited at street entrances, at fire hydrants, on sidewalks, on grassy areas, or in any manner that may impede or block the normal flow of traffic; and parallel parking on the private townhouse streets is prohibited. [original 1985 provision] Due to the width of Association streets, parking at street entrances and parallel parking are a violation of the Fairfax County Fire Code. [added 12-6-1987] All parking infractions that are illegal on Fairfax County public streets are deemed illegal parking on the Association's private streets and are subject to towing without warning as authorized by any Board member. [added March 2012]

14. Towing by the Association may be authorized only with the approval of a/any Board member. [original 1985 provision; later Rules reduced 2 concurring Board members to 1 authorizing towing.]

15. The parking of commercial vehicles on private property and on the private townhouse streets of Lafayette Village is prohibited. A commercial vehicle is defined as a vehicle which displays advertisement lettering, or a vehicle which is licensed as a "for hire" vehicle, [BDM 3-21 1991, 5-1991 NL p1 & 6-1991 NL p1] or a vehicle being used for a clearly commercial or business purpose. [BDM 6-3-1993 & June/July 1993 NL p1] Temporary parking by commercial vehicles which are performing work or providing services in the community are exempt from this prohibition. Vehicles in violation of the regulation are subject to towing without previous warning. [BDM 3-21 1991, NL 5-1991 p1 & NL 6-1991 p1]

16. Junk or abandoned vehicles, trailers, campers, camp trucks, house trailers, boats or similar vehicles may not be kept on any private townhouse street or on Association property. [original 1985 provision] Any vehicle owned by a homeowner or tenant prior to May 1, 1994 and regularly parked on Association Property for the preceding 5 months that is not in compliance with these rules because of the size or type of vehicle will be allowed to remain

parked [BDM 8-23-1994 effective 10-1-1994, NL Sept/Oct 1994 p1] in a properly assigned space or at the pool parking lot so long as the vehicle is not sold, remains legally registered to operate on Virginia public streets, and is registered with the Association's management company and approved by the Board of Directors. [added 11-1-2001]

17. Extraordinary maintenance or repair of automobiles or other vehicles is prohibited on any private townhouse street or on any Association property, as are noisy vehicles or the racing of engines. [original 1985 provision, & COVENANTS VI Sec.6(d)] Extraordinary maintenance exceeds a single day's work, i.e. extends overnight into a 2nd day. [added March 2012]

18. The Association, the Board of Directors and Committees bear no responsibility for any vehicles or for their safety or security on any private Association streets. [original 1985 provision]

19. The Board of Directors reserves the right to modify or replace these Rules as warranted including parking space assignments or parking provisions, and to temporarily suspend these Rules as necessitated by emergency or other unusual circumstances - and will communicate all such changes to affected homeowners. [original 1985 provision, reduced wording Mar. 2012]

AUTHORITY & HISTORICAL NOTES

The LVCA's Declaration of Covenants, Conditions & Restrictions, Article VI, Section 9 - Parking; & Bylaws Article VII - Powers & Duties of the Board of Directors - authorize the LVCA Board and Committees to adopt & publish these Parking Rules. These Rules are revised and updated to provide a more certain parking program to lessen difficulties with reasonable parking accommodations. The Rules are based on the Builder's parking capacity site plan's providing private street parking for only 2 cars per townhome unit & 1 car per garage townhome unit.

DECLARATION OF COVENANTS, BYLAWS, and these PARKING RULES all posted on the LVCA website.

Standard Operating Procedures: There was no report.

Lawsuit Against VDOT: Mr. Jarvis reported that the Association's lawyer for the law suit has been in touch with the VDOT attorney but it can take some time to receive the money.

VIII. NEW BUSINESS:

Guest Speaker for Semi-Annual Meeting: There will be no speaker, but instead there will be a public forum with the Board answering questions submitted by the membership.

Invasive Plant Control: Mr. Iddings noted that he had been involved with invasive plant management in Annandale Community Park for the past four years. Recently, the County had contracted with Invasive Plant Management, Inc. to treat the invasives in the park with herbicides to improve control of these plants. Mr. Iddings stated he had meet with

representatives of this company to conduct a walkthrough of Association common grounds to assess the status of property concerning invasive plants, and to develop a proposal to assist the Association in controlling these plants. The proposal contained in the Board packet is presented for the Board's consideration.

MOTION: Mr. Jarvis moved, Mr. Alexander seconded, to refer the proposal to the Grounds Committee for a recommendation. The motion passed unanimously (4-0-0).

X. RECESS

Mr. Iddings recessed the meeting pending an Executive Session

XI EXECUTIVE SESSION

The Board went into Executive Session at 8:35 pm to discuss individual homeowner accounts. The Board rose from Executive Session having made the decision to write-off an individual property owner's \$4,724.00 debt in violations due to the failure of the previous management company to maintain proper records of violations and follow-up notifications. The Board was informed by the Association's attorney that collection proceedings cannot take place without proper documentation.

The Board rose from Executive Session at 9:01 pm.

ADJOURNMENT:

Mr. Iddings adjourned the Regular Session of the Board meeting at 9:01 pm.

Respectfully Submitted

Nathan R. Garcia
Secretary